DIRECTORATE OF SCIENCE AND TECHNOLOGY'S

CAREER DEVELOPMENT COURSE

LENGTH   :   12 Weeks

FREQUENCY   :   Twice Annually (Spring & Fall)

CLASS SIZE   :   15 per class

DDA PARTICIPATION: 1 each class

GENERAL AREAS OF INFORMATION COVERED:

Collection
Processing
Analysis and Production of Scientific and Technical Intelligence
Systems Development and Deployment
Research and Development
Operations

PROGRAM SUMMARY:

A. BLOCK I - DDS&T in the Agency   3 Weeks

    Deals with DDS&T management, mission and functions, objectives,
    and organization. Includes overview of DDS&T Offices and
    addresses major issues of concern to the Directorate and/or
    Agency.

B. BLOCK II - National Intelligence, Control & Coordination   4 Weeks

    Designed to place in perspective the governmental activities,
    agencies, and processes involved in establishing, maintaining,
    controlling, and coordinating U.S. intelligence activities.

C. BLOCK III - The National Intelligence Process   3 Weeks

    Addresses all major aspects of the intelligence process with
    emphasis on Agency and particularly S&T functions. Major
    aspects covered included: Collection, Requirements, Processing,
    Production, User Needs and Intelligence Product Use, Research
    and Development and Support activities

D. BLOCK IV - S&T Related Fields   2 Weeks

    Addresses areas not part of the intelligence process but related
    to DDS&T interests. May include brief sub-elements on "the
    scientific community" (Academy of Science, etc.), NASA, DOE and
    S&T related industry.

OBJECTIVES

- Present a comprehensive review of DDS&T Components, their missions, functions, operating procedures, and user relationships.

- Create a greater awareness of the intelligence environment through a broader perspective of governmental and industrial activities that relate to national intelligence.

- Provide knowledge and understanding of the intelligence consumer, his intelligence needs, and his use of intelligence products.

- Learn first hand types of technology, hardware, and facilities having application to current and future intelligence capabilities.

- Enrich the students' professional scope and potential through observation and discussion of management and analysis principles and techniques as applied in the Agency.

DDS&T CAREER DEVELOPMENT COURSE

TUESDAY, 19 MAY 1981

TIME	SPEAKER	OFFICE EXTENSION AND ADDRESS	BRIEFING AIDS REQUESTED
0900-0930 6E-60 Hqs	MAX HUGEL Deputy Director for Administration		None
0930-1030 6D-49 Hqs	JAMES H. McDONALD Director of Logistics		35mm Slide Projector
1030-1045	BREAK		
1045-1200 6D-49 Hqs	Deputy Director of Communications		None
1200-1300	LUNCH		
1300-1400 6E-60 Hqs.	Environmental Health and Preventive Medicine Officer/OMS		Viewgraph Projector
1400-1515 6E-60 Hqs	THOMAS H. WHITE Director of Information Services		None
1515-1530	BREAK		
1530-1700 6E-60 Hqs	Deputy Director of Data Processing		35mm Slide Projector

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DDS&T CAREER DEVELOPMENT COURSE NO. 20

- CLASS PROFILE -

Average Age: 37

Average Grade: GS-13

Average Time with CIA: 12 Years

Education Summary:

    Science and Engineering Degrees: 31%

    Liberal Arts: 31%

    Other: 38%

Areas of Specialty:

    Technical Collection, Processing and Analysis: 5

    Research, Development and Engineering: 4

    Intelligence Analysis: 3

    Photo Interpretation: 1

DDS&T
CAREER DEVELOPMENT COURSE
OBJECTIVES

THE DDS&T

To present a comprehensive review of the components of the Directorate for Science and Technology, their missions, functions, operating procedures, and user relationships.

THE AGENCY AND THE COMMUNITY

To create a greater awareness of the intelligence environment in which we work through a broader perspective of other governmental and industrial activities that relate to national intelligence.

THE USER

To provide knowledge and understanding of the intelligence consumer, his intelligence needs, and his use of intelligence products.

TECHNOLOGY AND CAPABILITIES

To learn at first hand about types of technology, hardware, and facilities which have application to current and future intelligence capabilities.

PROFESSIONAL DEVELOPMENT

To enrich the student's professional scope and potential through observation and discussion of management and analysis principles and techniques as applied in the Agency, and through enhancement of his opportunities for communication throughout the Agency and the Intelligence Community.

applications of intelligence products. Emphasis will be on the interrelationships involved in the intelligence production process.

IV.   S&T Related Fields

This block addresses areas not part of the intelligence process but related to DDS&T interests. It is flexible and may include brief sub-elements on "the scientific community" (Academy of Science, etc.), NASA, DOE and S&T related industry. Emphasis will be placed on the interaction of these areas with and within government and where appropriate, the specific relationships with the S&T intelligence process.

DDS&T
CAREER DEVELOPMENT COURSE
PROGRAM SUMMARY

I. The DDS&T in the Agency

This block deals with DDS&T management, mission and functions, objectives, and organization. It includes overviews of the Offices comprising the Directorate and addresses the major issues of concern to the Directorate and/or Agency. These CDC orientation and motivation sessions are conducted at Agency facilities. Discussion leaders will include the Deputy Director for Science and Technology, various Staff Chiefs, and S&T Office Directors.

II. National Intelligence Oversight, Control, and Coordination

This block is designed to place in perspective the governmental activities, agencies, and processes involved in establishing, maintaining, controlling, and coordinating U.S. intelligence activities. Presentations will address these aspects as well as the organizational structure, functions, and interfaces of the NSC and its Committees, the Collection Tasking Staff, Budget and Evaluation Staff, DCI Staff, Congressional Oversight Committees, NIO's, OMB, and State Department. Discussions will, where appropriate, address both U.S. and foreign intelligence relationships.

III. The National Intelligence Process

This block addresses all major aspects of the intelligence process with emphasis on Agency and particularly DDS&T functions. The major aspects covered include: Collection, Requirements, Processing, Production, User Needs and Intelligence Product Use, Research and Development, and Support activities. Sub-elements of this block will address each Agency Directorate and appropriate Office responsibilities, organizational structure, functions, processes or procedures, products and interfaces. The various Intelligence Community committees and staffs involved in the intelligence process from initial R&D requirements through intelligence report production will be addressed. Collection system development and operation will also be addressed and special support activities/bases will be covered and subjects are designed to familiarize the student with the varied

Suggestions for Preparation of Presentations for the Science and Technology Career Development Course.

The success of the S&T CDC is due primarily to the excellent presentations by the Agency components and other Community elements during the 12 week program. It is a dynamic program with most of the presentations being updated for each running.

The following suggestions have been developed from a review of evaluations and summary critiques written by students of the past several runnings of the course. They are submitted for your information.

- Speakers should be aware of the project clearances held by the class members. Speakers are encouraged to be as open and informative as possible.

- Ensure speakers receive copy of class roster so that, if appropriate, they can tailor remarks to fit the group.

- In addition to telling the mission of the speaker's office and the role it plays in the intelligence process, the speaker is asked to discuss the hard issues, problem areas, anticipated trends and how his office is planning for the future.

- Ask speakers to leave time for questions.

- Handout material is helpful -- especially organizational charts, flow charts, statistical tables, etc., which contain information which is difficult to take notes on.

- During the 12 week program the class will hear approximately 300 speakers. Presentations which depart from the "standard" briefing format are most welcome and effective. The use of good graphics helps. Hands-on demonstrations involving the students with equipment or work procedures are very effective. Case studies presented by two or three persons who were actually involved in the case have also been very effective. When these techniques are not appropriate, anything which maximizes the interaction of the students with the speaker helps.

TRANSMITTAL SLIP	DATE 11 May 1981

TO: ADDA

ROOM NO.	BUILDING

REMARKS:

Karen asked me to tell you that
Mr. Fitzwater has declined to do
the presentation for the S&T
Development course. Shall I go
ahead and put it on your calendar?

19 May   OTR-0430 3003

FROM: Cathie

ROOM NO.	BUILDING	EXTENSION

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

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